

**King County Fire District 44**  
**Scheduled Board of Commissioner Meeting**  
**June 8, 2010**

**I. Meeting Called to Order.** Commissioner James Farrell called the regularly scheduled meeting of the board of commissioners to order at 18:30 hours.

Present from District 44

- Commissioner James Farrell
- Commissioner Robin Mauro
- Commissioner Andy Benedetti
- Commissioner Frederick Heistuman

Also present were Chief Smith, Deputy Chief Mike Barlow, and District Secretary Pamela Ratcliffe.

Commissioner F. Dan Bjurstrom had an excused absence.

Union Representative: None

The meeting was held at District 44, Station 95, 32316 148<sup>th</sup> Ave SE, Auburn, Wa. 98092.

**II. Pledge of Allegiance.** Deputy Chief Mike Barlow led those in attendance in the Pledge of Allegiance.

**III. Approval of Agenda.** Commissioner Andy Benedetti made a motion to approve the agenda. Commissioner Frederick Heistuman seconded the motion. The motion carried.

**IV. Consent Agenda.** Commissioner James Farrell called for approval of the consent agenda, which includes minutes of May 11, 2010, and vouchers for 2nd half of May 2010 and the 1<sup>st</sup> half of June 2010. Commissioner Robin Mauro made a motion to approve the consent agenda. Commissioner Andy Benedetti seconded the motion. The motion carried.

**V. Account Balance Report.** SCBA maintenance and budget line item to be determined.

REVIEW DATE: June 8, 2010

FOR VOUCHER PERIOD: June 1, 2010 to June 15, 2010

Voucher Payroll	7,653.80		
Vouchers 56809-56871	27,088.03	34,741.83	
Online Payroll		116,678.06	
<b>Total Operations Processing</b>			151,419.89
Bond Vouchers 01149-01160	116,740.70		
<b>Total Bond Processing</b>			116,740.70
<b>Operations &amp; Bond</b>			<b>268,160.59</b>

**VI. Budget Expenditure Report.**

<b>As of June 15, 2010</b>	<b>YTD</b>	<b>Budget</b>	<b>Spent</b>	<b>Remaining</b>
44 Capital	\$ 33,686.52	\$ 689,037.00	4.89%	95.11%
44 Operating	\$ 471,318.88	\$ 1,132,740.14	41.61%	58.39%
44 Payroll	\$ 1,046,692.63	\$ 2,371,758.53	44.13%	55.87%
44 Volunteer Operating	\$ 6,361.31	\$ 28,500.00	22.32%	77.68%
44 Volunteer Payroll	\$ 62,783.00	\$ 179,000.00	35.07%	64.93%
44 Transfers Out	\$ -			
<b>Mountain View F&amp;R</b>	<b>\$ 1,620,842.34</b>	<b>\$ 4,401,035.67</b>	<b>36.83%</b>	<b>63.17%</b>
BD Capital		\$ 2,750.00	0.00%	100.00%
BD Operating	\$ 32,058.45	\$ 154,374.00	20.77%	79.23%
BD Payroll	\$ 157,607.72	\$ 395,877.23	39.81%	60.19%
<b>Black Diamond</b>	<b>\$ 189,666.17</b>	<b>\$ 553,001.23</b>	<b>34.30%</b>	<b>65.70%</b>
		<b>Actual Contract = \$405,925.00</b>		
2010 44/BD Budget	\$ 1,810,508.51	\$ 4,954,036.90	36.55%	63.45%
	<b>2009-2010 Accumulative</b>			
<b>Bond Project 2008-2009</b>	<b>\$ 3,034,643.77</b>	<b>\$ 7,500,000.00</b>	<b>40.46%</b>	<b>59.54%</b>

Discussion regarding overtime. Summer vacations, NHRA, WRA Concerts and staff out on sick leave, disability, reduction of front line staff and bereavement leave.

**VII. Public Comment.** None

**Union Comment.** None

**VIII. Chief's Report.**

**1. Incident Response.** 122 calls during period May 12 – June 7, 2010. Fire loss was \$200. 16 month old possible drowning incident on Lake Sawyer – child released from hospital okay.

Fire	3
EMS/Rescue	92
Hazardous Condition	1
Service Call	9
Good Intent	12
False Call	5

**2. Volunteer Focus Group.** Chief Smith met with Deputy Chief Barlow, Assistant Chief Young, Public Educator Tim Perciful, and Training Dept. Assistant Patty Kramlich to review volunteer and recruit academy processes. Topics as follows.

Focus on Residents (moving away from OODR)

Recruiting In-District volunteers

RIT/RES Agreement changes

EMT school with RIT/RES priority and additional training opportunities provided to In-District and RIT/RES only.

Financial incentives for RIT/RES

Scheduling of shifts to match career shift assignments

**3. Scheduling Software.** Deputy Chief Mike Barlow and Local members reviewed several software options for scheduling software. A web-based program called Fire Manager is recommended to manage the career and volunteer shift scheduling.

**4. Black Diamond.** Chief Smith and Deputy Chief Barlow meeting with Andy Williams regarding office space for the Fire District.

Closed record hearings regarding Lawson Hills Master Development Plan and The Villages Master Development Plan are set for June 21, 2009 and Black Diamond Elementary School.

**5. Howard Hansen Dam.** 44 million dollars has been awarded for temporary fix of the dam.

**6. Capital Plans.** Chief Smith is putting together a committee to review facilities, high end equipment and apparatus long range planning. Timeline replacement and funding mechanism review. Chief Smith issued Black Diamonds Capital Improvement Plan to review and compare for use in developing the Fire District CIP.

## **IX. Unfinished Business.**

**1. MIT, New Station 96.** Building Committee meeting June 10, 2010, 10:00. Will report at next board meeting.

**2. WSS&RB.** Have not heard from the Washington State Surveying & Rating Bureau regarding their anticipated visit date.

**3. EOF policy 3.0.** Draft of policy provided to the board for discussion. Option B with five (5) months set-aside funding selected for permanent language. Chief Smith to bring draft back to board for approval after board has reviewed.

**4. Fire District 44, Local IAFF 3186 Labor Contract.** Local was not in attendance for discussion. The district has not received a written acceptance document to date.

The board reviewed notes provided by Chief Smith outlining all language changes made and agreed to by the District and the Local. Commissioner Frederick Heistuman made a motion authorizing Chief Smith to accept changes provided in writing to the contract between Fire District 44 and Local 3186, and is authorized to sign completed contract with no additional changes. Commissioner Robin Mauro seconded the motion. The motion carried.

Division Assistant, Article 15.1, 15.2.1, 15.2.2, 15.2.3

Jury Duty, Article 21.1, 21.2, 21.3

Holidays, Article 24.1, 24.2, 24.3, 24.3.1

Shift Trades, Article 27.1, 27.2, 27.3

Debit Time, Article 39.1, 39.2, 39.3, 39.4, 39.5, 39.5.1

Banked Debit Days, Article 39.6, 39.7

Insurance, Article 26.1, 26.2, 26.3, 26.4, 26.5, 26.6

Salaries, Article 17.1

Vacation, Article 23

Longevity, Article 38

**5. Resolution Adopting Rules and Procedures for Access to Public Records.**

Commissioner Robin Mauro made a motion to approve Policy 4.1. Commissioner Andy Benedetti seconded the motion. The motion carried.

**X. New Business.**

**1. Capital Replacement Plan (Impact Fees/Budgeting).** Commissioner Farrell nominated Commissioner F. Dan Bjurstrom to head the committee for Capital Plans. Further information will be provided to board when available.

**XI. Commissioners Report**

**1. KC Commissioner Meeting.** The district will host a King County Fire Commissioner meeting here at Station 95 on July 21, 2010, 6:30 PM social, Meeting starts 7:00 to 8:00 PM. Chuck Duffy, State of Washington Fire Marshall will be guest speaker.

**2. Attendance.** Commissioner Heistuman will be unavailable for the June 22, 2010 board meeting.

**XII. Board for Volunteer Fire Fighters.** Commissioner James Farrell made a motion to approve signing of documents. District Secretary Pamela Ratcliffe seconded the motion. The motion carried.

**1. Vouchers.**

Summerfield, MD	Simms	154.18
Valley Occup. Health	Simms	515.24

**2. Accident Report**

Bates, Tim, Accident Date April 13, 2010.

**Closed Session.** 20:35-20:40. No action taken.

There will be a brief executive session as per RCW 42.30.140 section 4 subsection (b) to discuss potential litigation. It is anticipated that the executive session will last approximately 5 minutes and the meeting will be back in open session at 20:40

**XII. Signing of documents.** The commissioners signed approved documents.

As there was no further business to come before the Board of Commissioners, Commissioner James Farrell asked for a motion to adjourn. Commissioner Frederick Heistuman made a motion to adjourn. Commissioner Andy Benedetti seconded the motion. The motion carried. Meeting adjourned at 20:45.

The next regular meeting at Station 95, June 22, 2010 – 1830 hours.

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James Farrell, Chair

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Robin Mauro

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Frederick Heistuman

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n/a  
F. Dan Bjurstrom

\_\_\_\_\_  
Andy Benedetti

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Pamela Ratcliffe, District Secretary  
King County Fire Protection District No. 44